

IST 659 Lab 8 Instructions

Access Forms and Reports

Deliverables

In this lab, we will be using the same database (career service) we created before. We will be creating forms and a report in MS Access that will input/output data from the SQL Server database. Connect the SQL Server database we used in lab 4, 5, 6 and 7, and finish the following questions:

1. **Company and Position(s) Form:** Create a Master-Detail form (form/subform) that will allow you to add Company and their positions. Display all the Company attributes. Add a sub form for positions offered by the company and display all position attributes (Company ID may or may not be there since all the positions listed under the company belong to the company). This form should allow adding and deleting both companies and their offered positions. You may need to add a button to delete a company. **Attach screen shots of your input Forms and proof that they work properly.** For example, add and delete records. Use results of SELECT queries to show the results of the insertions and deletions using the forms.
2. **Candidate and Interview Form:** Create a master-detail form (form/subform) in MS Access that will allow you to select a particular Candidate and display the Interview details for that Candidate. **Attach screen shots of your form and proof that it works properly.**
3. **Interview Summary Report:** Create a report that lists all Interviews information including Interviewer ID, Interviewer's last name and first name, Candidate ID, Candidate last and first name, Interview ID, and Interview date. Order the report by Interview Date. Also list all positions for which interviews were conducted displaying Position ID, Position name, Position Level. **Attach screen shots of your report.**

Use appropriate controls for representing the form fields (for e.g., text box, combo box, etc.).
Use good labels to describe the fields.

This assignment is due by 02:00pm on Tuesday, April 5th, 2015.